

LET'S GET TO WORK.



COOPERATIVE EXPERIENCE EMPLOYMENT PROGRAM

TECHNOLOGY FUELS THE WORLD OF IDEAS

Overview

The Cooperative Experience Employment Program (CO-OP) offers students the opportunity to gain valuable work experience directly related to their academic field of study. The program can also lead to permanent employment at the Naval Air Warfare Center Aircraft Division, Patuxent River, Maryland, upon graduation and completion of 640 work hours. Engineering, scientific and business/financial positions are available.

Eligibility Requirements

Students are eligible for the CO-OP Program at Patuxent River if they are:

- 1.) 16 years old
- 2.) U.S. Citizen
- 3.) Enrolled or accepted for enrollment as a degree seeking student (Associate, Baccalaureate or Graduate). Correspondence programs are excluded.
- 4.) Taking at least a half-time academic course load as defined by their academic institution.

How to get Started

Students interested in the CO-OP Program at Patuxent River should submit their resumes online to the Recruitment Office at <http://jobs.navair.navy.mil>.

Select "Hiring Process;" select "Submit Your Resume", Screen appears called "Join The Team," scroll down and select "Experience, Students And All Others," under "Experience Level" select "Student, college;" under "Career "Skills" select "Scientist or Engineer" or if a business major, select "Business Professional".

Or call 1-800-787-9804 for assistance.

Student Requirements

- ✓ CO-OP students must maintain a minimum cumulative Grade Point Average of 2.0 (2.5 GPA is required for engineers and scientists if receiving tuition and book reimbursement.)
- ✓ CO-OP students must meet the performance and conduct standards established by their supervisor.
- ✓ Students must register with their academic institution's CO-OP Program Office.
- ✓ CO-OP students must sign the appropriate school forms that will release transcripts/grades to the CO-OP Program Manager at Patuxent River.

Pay and Benefits

- ✓ CO-OP students are eligible for sick and annual leave accrual, health and life insurance benefits, Federal retirement system, Social Security and the Thrift Savings Plan.
- ✓ CO-OP students may be eligible for tuition assistance after they have completed one academic year of study toward their declared major. Tuition reimbursement levels: scientific and engineering degrees up to \$4,500 per semester or \$13,500 per year; \$2,500 per semester not to exceed \$7,500 per year for business/financial degrees.
- ✓ Tuition assistance is limited to six semesters or nine quarters.

Work Schedule

- ✓ CO-OP students may work either full-time or part-time schedules, depending on their academic load.
- ✓ Part-time work schedules are permitted when the CO-OP student is also taking at least a half-time academic course load (as defined by the academic institution).
- ✓ Full-time students must work during their academic institution breaks for their assigned position at Patuxent River.
- ✓ A service obligation is required if tuition and/or book reimbursement is accepted by the student.